Approved For Release 2001/08/30 : CIA-RDP61-00017A000100110109-0

~~SECRET~~

CONFIDENTIAL

Repts. 3
D/TR Weekly
Summary
Rpt

Executive Assistant to DCI

25 May 1954

Director of Training

Document No. 021
NO CHANGE in Class. ☐
☐ DECLASSIFIED
Class. CHANGED TO: TS S (C)
DDA Memo, 4 Apr 77
Auth: DDA REG. 77/1763
Date: 30/01/78 By: 008

Weekly Summary Report

1. The transcript of the speech delivered by the Honorable Walter Henry Judd, Congressman from Minnesota, during the Agency Orientation Course on 5 May has been submitted to him for his review. Requests have been received for copies of this talk from various components of the Agency and from representatives of the Armed Services who were present during this program. No dissemination of the transcript will be made without approval from the Office of the Director of Central Intelligence.

2. Six reserve officers from the Office of the Chief of Staff, G-2, Department of the Army, completed two weeks of active duty in the Central Intelligence Agency on 17 May 1954. These individuals have mobilization assignments with the Assistant Chief of Staff, G-2. Their reserve duty was conducted in order to afford them a better understanding of the missions and functions of this Agency. The training was accomplished through the cooperation and assistance of various DD/I offices.

[redacted] 5X1A6b

4. An Advanced Reading Improvement Course, similar to one conducted by the Reading Institute of New York City, will be presented by the Office of Training in June. The objective of this program is to develop further reading efficiency with emphasis on the skills beneficial in the collection and analysis of information. This course will provide instruction and practice in scanning, as well as in intensive and extensive reading.

CONFIDENTIAL

Approved For Release 2001/08/30 : CIA-RDP61-00017A000100110109-0

~~SECRET~~

Approved For Release 2001/08/30 SECRET 61-00017A000100110109-0

CONFIDENTIAL

25X1A6a

5. Arrangements have been completed for inclusion of four instructors from the Office of Training in joint participation with the [redacted] training. This instruction will be presented in [redacted] during the months of August and September of this year.

25X1A6a

6. Travel orders are being prepared for the Chief, Maritime Training Branch, OTR, and one instructor to proceed to [redacted] to conduct a maritime training program of approximately 90 days beginning 1 July 1954. Necessary equipment, which is to be furnished by the Office of Training, has been assembled and made ready for shipment. Shipment will be accomplished within 10 days.

25X1A6a

7. An analysis of the findings, conclusions and recommendations contained in the survey report submitted by the I.G. has been made. Staff and division chiefs in the Office of Training have reviewed appropriate sections of this survey and their comments have been submitted to me. I am at present preparing my comments on this report for submission to the DCI, with a view to clarifying certain unresolved issues and setting forth my recommendations as to the solution of those problems which face this Office.

Matthew Baird

MATTHEW BAIRD

MB:ep (5/25/54)

cc: DDP
DDI
AD (Comm)

OTR Distribution:
1 - DTR file
1 - AC/PRS/TR

CONFIDENTIAL

Approved For Release 2001/08/30 : CIA-RDP61-00017A000100110109-0 SECRET